MC0266

Department of Health and Social Security

Welsh Office

Scottish Home and Health Department

New Edition 1977

HMSO £1.50 net.

CI/SfB 1976
4/ / (75) /

HEALTH EQUIPMENT NOTE

LAUNDRY

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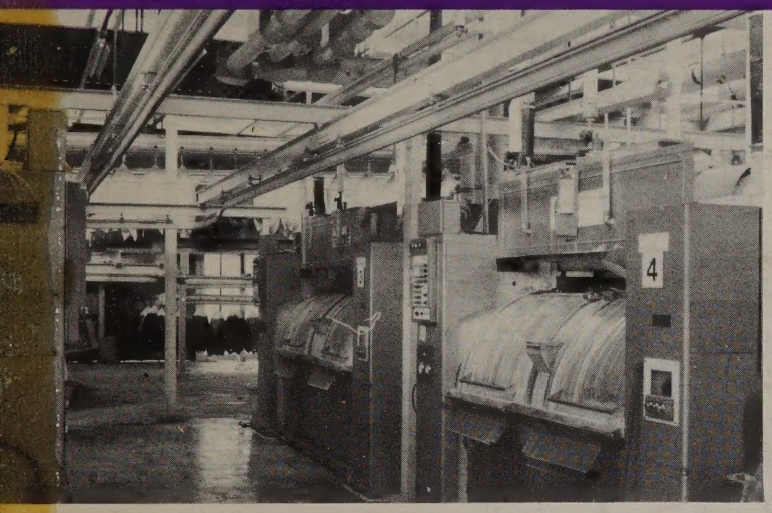

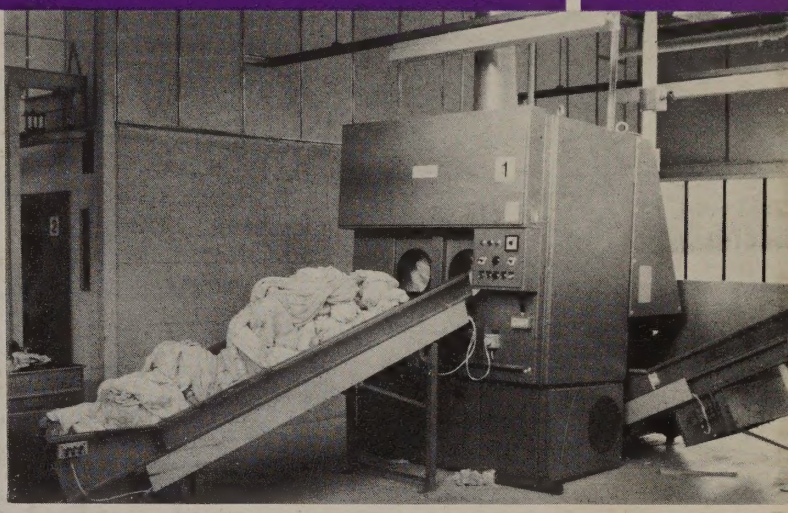

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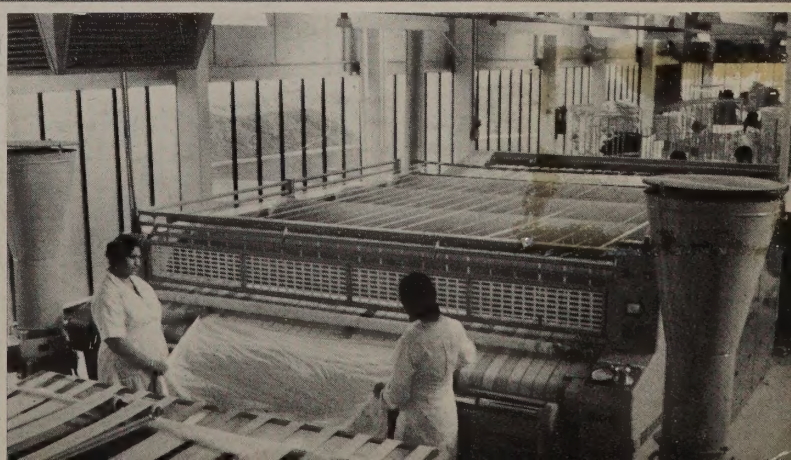

Department of Health and Social Security: London

Welsh Office: Cardiff

Scottish Home and Health Department: Edinburgh

Health Equipment Note 25 (Revised 1977)

Laundry

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POLYTECHNIC OF NORTH LONDON
CLASS No. 725.5 GR
ACC. No. 7718152
0113204544 8 JUN 1978

PN 7718152 2
725.5/GRE

7718152. Ref. 725-5 GRE

1. Scope

This Equipment Note gives guidance on the equipment required for a Laundry. It is intended to be read in conjunction with Health Building Note No. 25 (Revised 1977) which relates to the design of laundries dealing with between 55,000 and 250,000 articles during a 40-hour working week. Like the Building Note, it is not concerned with transport (vehicles).

2. General Considerations on the Use of Equipment Notes

2.1 Equipment Note No. 1 (Equipping a Hospital Building) provides an introduction to the series of departmental Equipment Notes, advice on their application, and guidance on the task of preparing equipment schedules for individual building projects This departmental Equipment Note is intended to be used within the general planning framework set out in Hospital Equipment Note No. 1 and in the manner described therein. The equipment listed in this note is classified into four groups:—

Group 1: Items (including engineering terminal outlets) supplied and fixed within the terms of the Building Contract.

Group 2: Items which have space and/or building construction and/or engineering service requirements and are fixed within the terms of the Building Contract but supplied under arrangements separate from the Building Contract.

Group 3: As Group 2 but supplied and fixed (or placed in position) under arrangements separate from the Building Contract.

Group 4: Items supplied under arrangements separate from the Building Contract, possibly with storage implications but otherwise having no effect on space, building construction or engineering service requirements.

It is recommended that these classifications be used in all stages of planning.

3. Special Considerations in Respect of this Note

3.1 The equipment detailed in this note is regarded as suitable to the department described in Building Note No. 25 (Revised) and has been listed in room (or space) sequence conforming to that Building Note. The lists are drawn up in such a way that they can be applied to laundries of varying sizes within the context of the Building Note, according to capacity. For guidance on the assessment of required capacity, reference should be made to paragraphs 3.1-3.3 of the Building Note.

3.2 This note does not cover the provision of vehicles for transporting laundry articles to and from the hospitals served.

3.3 It is realised that the equipment requirements in particular departments may vary from the recommendations because of the nature of work undertaken and the techniques employed; and some variations will often be necessary within the Basic Lists. As indicated in Equipment Note No. 1, Section V, the requirements will need to be examined in consultation with the head of the department or main users.

3.4 Some fixed items of equipment (Group 1) have already been mentioned (and costed) in the Building Note, but it has been thought useful to include them again in the Equipment Note which represents the results of a comprehensive review of the requirements. Reference should be made, however, to the Building Note—Part 7 Engineering Services—for further information on the mechanical services and electrical installation. It is particularly important that before purchasing equipment requiring services there should be adequate consultation to ensure compatibility. Structural elements, floor coverings, non specialised heating and lighting fittings and similar items which are basic to any building are not included in the Equipment Note; neither are window blinds and window curtain tracks since these requirements will vary with local circumstances.

3.5 Throughout the schedule, for the sake of uniformity, references to dispenser, paper towels are associated with holders, sack, free standing. Suitable adjustments will need to be made where linen towels are to be used.

3.6 It is for individual hospital authorities to make rules about smoking in the hospitals and health buildings under their control and management (see Departmental Health Circular HC(77)3, in Scotland NHS Circular (GEN)42) and accordingly no reference is made to ashtrays or to smoking throughout this note.

3.7 "Damage by equipment to buildings."

Many items of equipment are potential causes of recurring damage to the fabric of NHS buildings and to other equipment. Damage can be minimised not only by incorporating protective materials in the building structure but also by ensuring that the equipment selected is designed to eliminate, as far as is practicable, those features which are liable to cause damage. Particular attention is drawn to BS 4322/68 which sets out recommendations for the buffering of hospital vehicles such as trolleys and refers less specifically to other categories of equipment. Precautions should also be taken to prevent damage caused by projections from stationary equipment.

Early co-operation with the architect and designers is essential.

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4. Cost

4.1 Guidance on the cost of equipping this department to the standard shown in this schedule is given against the list of equipment (Groups 2, 3 and 4 only) for each room. Departmental cost summaries are shown in the Appendix to this note. In using these cost figures, the considerations referred to in Section IV of Equipment Note No. 1, together with Paragraph 2.1 of this Note, should be borne in mind.

4.2 Costs are based on prices prevailing at the time of compilation of this Note. Departmental Cost Summaries are revised in accordance with the movement of prices and are promulgated by the Department as Equipment Cost Allowance Guides.

		Page Reference	*Computer Room Codes*
5.	**Basic Accommodation**		
5.1	PRODUCTION AREA	—	—
5.1.1	Central disinfection area	3	33470–33500
5.1.2	Reception, storage, classification	3	33510–33540
5.1.3	Washing, extraction, drying, calendering and pressing	4-5	33550–33580
5.1.4	Assembling, packing and despatch bay	5	33590–33620
5.2	ANCILLARY AREA	—	—
5.2.1	Staff entrance	6	61370
5.2.2	Staff lavatories and cloakrooms	6	52320–52390
5.2.3	Barrier room	6-7	33630/52400
5.2.4	Mess room	7	81440–81470
5.2.5	Rest/First aid room	8	81480–81510
5.2.6	Offices	—	—
5.2.6.1	Laundry Manager	8	72410
5.2.6.2	Assistant Laundry Manager	9	72420
5.2.6.3	General office	9	72430–72460
5.2.7	Washing materials store	9	33640
5.2.8	Machine clothing store	10	33650
5.2.9	Solution preparation and storage area	10	—
5.2.10	Linen repair room	10	33660–33690
5.2.11	M V switchroom	11	41430
5.2.12	Electrical distribution switchgear room	11	41440
5.2.13	Cleaners' room	11	33700–33730
5.3	SPACE FOR TANKS	—	—
5.3.1	Header tank (1 hour)	12	—
5.3.2	Water recovery header tank	12	—
5.3.3	Pit for water recovery tank	12	—
5.4	DEPARTMENTAL ITEMS	12-13	91990–92020
6.	**Additional Accommodation**	—	—
6.1	WATER SOFTENING PLANT ROOM	13	33740
6.2	WATER STORAGE (4 hours)	13	—
6.3	BAGGED DRY SALT STORE OR SLURRY STORE	13	—
6.4	ENGINEERS' STORE/WORKSHOP	14	33860
6.5	LINEN REPAIR ROOM (dressing cubicle and hanging space)	14	33750–33780
6.6	COMMUNICATIONS	—	—
6.6.1	Calorifiers and associated plant room	14	—
6.6.2	Compressor plant room	15	—
6.6.3	Standby generator	15	—
6.6.4	Oil storage (standby generator)	15	—
7.	**Supplementary Accommodation**	—	—
7.1	INFANTS' NAPKIN SECTION	15	33790
7.2	DRY CLEANING SECTION	—	—
7.2.1	Production area	16	33800–33830
7.2.2	Store	16	33840
7.2.3	Solvent storage tank	16	—
7.3	SPECIAL PERSONAL CLOTHING SECTION	—	—
7.3.1	Washing, drying, finishing	17	33850
7.3.2	Reception and despatch	17	—
7.4	STORAGE FOR SOILED AND/OR CLEAN LINEN AT SENDING HOSPITALS	—	—
7.4.1	Clean and soiled linen	17	33870

Schedules of Equipment

5. Basic Accommodation

5.1 PRODUCTION AREA

5.1.1 *Central disinfection area*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Basin, lavatory	1	1	1	1	
	Intercommunication system	—	1	1	1	
	Mono-rail system (including carriers)	1	1	1	1	
	Radio/loudspeaker system	1	1	1	1	
	Slop hopper	1	1	2	2	
	Socket outlet, twin	1	1	1	1	Metal clad and splash-proof
	Washer extractor (45 kg capacity)	2	—	—	—	
	Washer extractor (90 kg capacity)	—	2	—	—	
	Washer extractor (135 kg capacity)	—	—	2	3	
	Water point with hose connection	1	1	1	1	
	Weighing facilities	1	1	1	1	
Group 2:	Dispenser, mask, disposable	1	1	1	1	
	Dispenser, soap	1	1	1	1	
	Dispenser, paper towel	1	1	1	1	
Group 3:	Holder, sack, medium, free standing	1	1	1	1	
	Trolley, laundry, 39½ in. x 25¼ in. x 25½ in.	4	8	12	16	For laundry clean clothes
Group 4:	*Bag, laundry, foul linen, polyester, 460 mm dia. x 915 mm long	106	233	350	485	For mono-rail use with fastenings on the base and carrying handles half way up the sides
	Bucket, HD polythene, 2 gallon	2	2	2	2	
	Hose and reel with spray attachment	1	1	1	1	
	Jug, graduated, 2 pint	1	1	1	1	
	Cost Guide (excluding Group 1)	£960	£1,950	£2,900	£3,900	

*These can be of the same type as those for soiled linen specified under 5.1.2 provided disposable polythene liners are also used. The total number of soiled linen bags required will be in relation to the percentage of foul/infected work to be handled. It should be noted that bags used for foul/infected linen should be suitably marked for identification (see HM(71)49).

5.1.2 *Reception, storage and classification*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Board, notice	1	1	1	1	
	Conveyor system	1	1	1	1	
	Intercommunication system	—	1	1	1	With laundry Manager
	Mono-rail system (including carriers)	1	1	1	1	
	Radio/loudspeaker system	1	2	2	3	
	Socket outlet, twin	2	2	3	3	Metal clad and splash-proof
	Weighing facilities	As reqd.	As reqd.	As reqd.	As reqd.	
Group 2:	Dispenser, mask, disposable	1	1	1	1	
Group 3:	Marking machine, laundry, with booth and chaperone unit	1	2	3	3	
	Trolley, laundry, 39½ in. x 25¼ in. x 25½ in.	12	15	21	30	
Group 4:	Bag, soiled linen, polyester, 460 mm dia. x 915 mm long	960	2,096	3,150	4,350	For mono rail use (See Note 5.1.1)
	Bag, soiled linen, polyester, 22 in. long x 19 in. wide	1,220	2,930	4,500	6,250	For nurses bundles
	Spray, deodorant/disinfectant	1	1	1	1	
	Cost Guide (excluding Group 1)	£11,800	£25,100	£37,800	£50,200	

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Automatic washing controls	As reqd.	As reqd.	As reqd.	As reqd.	
	General wash:—					
	Continuous washing units with extractor and conditioning tumbler; capacity 550 kg per hour	—	1	2	3	
	Washer-extractor, capacity 270 kg per load	—	—	—	3	
	Washer-extractor, capacity 180 kg per load	2	3	4	1	
	Washer-extractor, capacity 90 kg per load	1	2	1	1	
	Washer-extractor, capacity 45 kg per load	2	—	—	—	
	Tumblers:					
	Continuous conditioning tumblers..	—	—	—	—	Included with continuous washing units
	Batch conditioning tumbler, 90 kg per load	—	—	—	2	
	Batch conditioning tumbler, 60 kg per load	2	2	2	—	
	Batch drying tumbler, 90 kg per load	—	—	—	2	
	Batch drying tumbler, 60 kg per load	—	2	3	1	
	Batch drying tumbler, 45 kg per load	2	1	1	1	
	Calenders:—					
	4-roll (500/600 mm x 3,000 mm) ..	1	2	3	4	Or equivalent in other sizes
	Calender feeding equipment:—					
	Automatic feeder for larger flatwork	—	—	1	2	
	Spreader for large flatwork	1	1	1	1	
	Suction feeding aid for large and small flatwork	1	2	2	2	
	Calender folding equipment:—					
	With cross-fold for larger flatwork only	—	1	1	2	
	With cross-fold for small flatwork only	—	—	1	1	
	With cross-fold for large and small flatwork	1	1	1	1	
	Sheet stacking machine	—	—	1	2	
	Presses and garment finishers:—					
	Cabinet garment press units ..	1	2	3	3	Cabinet type garment finishers are now available where the garments are processed on hangers in a continuous flow. Should these units be selected adjustments to the finishing equipment schedule will be necessary
	Rotating table pressing machines ..	3	3	4	5	
	Cabinet steam/air form finishers ..	1	1	2	3	
	Starch injection unit	As reqd.	As reqd.	As reqd.	As reqd.	In exceptional circumstances machine may be provided
	Starching machine	As reqd.	As reqd.	As reqd.	As reqd.	
	Board, notice	2	2	2	2	

5. Basic Accommodation

5.1 PRODUCTION AREA (continued)

5.1.3 *Washing, extraction, drying, calendering and pressing (continued)*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1: (contd.)	Clock, electric	2	2	2	2	Double face
	Heat and water recovery system	1	1	1	1	
	Intercommunication system	—	1	1	1	Between wash house and sorting room
	Nylon sling/electric hoist system or flat belt conveyor system	As reqd.	As reqd.	As reqd.	As reqd.	
	Radio/loudspeaker system	1	1	1	1	
	Sink	As reqd.	As reqd.	As reqd.	As reqd.	
	Socket outlet, twin	As reqd.	As reqd.	As reqd.	As reqd.	Metal clad and splash proof
	Water point with hose connection	1	1	2	2	
Group 3:	Board, ironing, metal frame	1	1	2	2	
	Cupboard, metal, lockable	1	1	1	1	For laundry chemicals
	Hose and reel with spray attachment	2	2	4	4	
	Iron, electric	1	1	2	2	
	Stool, adjustable	1	2	2	2	
	Table, metal frame, top, 4 ft. x 2 ft.	1	1	1	1	Plastic laminate
	Table, metal frame, top, 3 ft. 6 in. x 2 ft. 6 in.	1	2	3	4	Plastic laminate
	Trolley, laundry, 27½ in. x 22 in. x 22½ in.	7	15	23	32	
	Trolley, laundry, 39½ in. x 25¼ in. x 25½ in.	28	62	94	130	
Group 4:	Bucket, polythene, 2 gallon	5	6	7	8	Heavy duty
	Cabinet, testing, FCRA	1	1	1	1	Fabric Care Research Association
	Jug, graduated, 2 pint	2	2	2	2	
	Hydrometer	1	1	1	1	
	Cost Guide (excluding Group 1)	£4,300	£9,300	£14,000	£19,300	

5.1.4 *Assembling, packing and despatch*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Conveyor system, flat belt or gravity	As reqd.	As reqd.	As reqd.	As reqd.	
	Intercommunication system	—	1	1	1	Between Department and Manager
	Rack, revolving	As reqd.	As reqd.	As reqd.	As reqd.	
	Radio/loudspeaker system	1	1	1	1	
	Socket outlet, twin	2	2	3	3	Metal clad and splash proof
Group 3:	Holder, laundry bag, with clipboard	20	40	60	90	
	Racking, metal, 21 in. x 60 in. x 66 in., 4 shelf, mobile	24	54	80	110	
	Trolley, roll pallet, 630 mm x 805 mm x 1,790 mm, 2 shelf	26	57	85	118	
Group 4:	Hamper, laundry, terylene, 3 ft. x 2 ft. x 2 ft.	500	1,100	1,650	2,250	
	Cost Guide (excluding Group 1)	£7,800	£17,100	£25,500	£35,400	

5. Basic Accommodation

5.2 ANCILLARY AREA

5.2.1 *Staff Entrance*

		Quantity	*Notes*
Basic List			
Group 1:	Board, notice	1	
	GPO coin-operated telephone	1	
	Socket outlet, twin	1	
Group 3:	Time recording apparatus	1	
Group 4:	Mat, door, large	1	
	Cost Guide (excluding Group 1)	£280	

5.2.2 *Staff lavatories and cloakrooms*

		Laundry capacity (articles weekly)								*Notes*
		55,000		*120,000*		*180,000*		*250,000*		
		M.	*F.*	*M.*	*F.*	*M.*	*F.*	*M.*	*F.*	
Basic List										
Group 1:	Basin, lavatory	1	3	2	5	2	6	2	8	
	Drinking water point	1	1	1	1	1	1	1	1	
	Hook, clothes	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
	Mirror	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
	Mirror, long	—	As reqd.	—	As reqd.	—	As reqd.	—	As reqd.	In female changing area
	Rail for wet clothes	1	1	1	1	1	1	1	1	
	Shelf	2	6	4	10	4	12	4	16	
	Seating, bench	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
	Toilet paper fitting	1	3	2	5	2	6	2	8	
	Urinal	1	—	1	—	1	—	1	—	
	WC suite	1	3	2	5	2	6	2	8	
Group 2:	Dispenser, paper towel	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
	Dispenser, soap	1	3	2	5	2	6	2	8	
Group 3:	Bin, sanitary, pedal	—	3	—	5	—	6	—	8	
	Holder, sack, medium, free-standing	1	3	2	5	2	6	2	8	
	Locker, clothes, single, metal	4	42	6	94	9	133	12	177	
Group 4:	Brush, WC and holder	1	3	2	5	2	6	2	8	
	Cost Guide (excluding Group 1)	£90	£780	£140	£1,750	£190	£2,400	£240	£3,200	

5.2.3 *Barrier room (central disinfection area)*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Basin, lavatory	1	1	1	1	
	Drinking water point	1	1	1	1	
	Hook clothes	As reqd.	As reqd.	As reqd.	As reqd.	
	Mirror	1	1	1	1	
	Shelf	1	1	1	1	
Group 2:	Dispenser, paper towel	1	1	1	1	
	Dispenser, soap	1	1	1	1	
Group 3:	Holder, sack, medium, free-standing	1	1	1	1	
	Locker, clothes, single, divided, metal	2	2	2	2	
	Cost Guide (excluding Group 1)	£70	£70	£70	£70	

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
	WC Cubicle					
Group 1:	Hook, clothes	1	1	1	1	
	Shelf	1	1	1	1	
	Toilet paper fitting	1	1	1	1	
	WC suite	1	1	1	1	
Group 3:	Bin, sanitary, pedal	1	1	1	1	
Group 4:	Brush, WC and holder	1	1	1	1	
	Cost Guide (excluding Group 1) ..	£7	£7	£7	£7	

5.2.4 *Mess room*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Basin, lavatory	1	1	1	1	Unless available nearby
	Board, notice	1	1	1	1	
	Cooker, electric	1	1	1	1	With grill
	Cupboard unit	1	3	5	7	
	Drinking water point	1	1	1	1	
	Instantaneous water boiler with drip tray	1	1	1	1	Electric
	Sink unit, SS, double with 2 drainers ..	1	1	1	1	
	Service counter	1	1	1	1	
	Socket outlet, twin	As reqd.	As reqd.	As reqd.	As reqd.	With indicating light
Group 2:	Dispenser, paper tea towel	1	1	1	1	
	Dispenser, paper towel	1	1	1	1	
	Dispenser, soap	1	1	1	1	
Group 3:	Bin, disposal, general purpose with liner, mobile	1	1	1	1	For scrap food
	Bin, disposal, pedal, large	1	1	1	1	
	Chair, upright with arms	24	50	70	96	
	Holder, sack, medium, free-standing ..	1	1	1	1	
	Refrigerator, 5 cu. ft.	1	1	1	1	
	Table, 710mm x 840 mm x 840 mm ..	6	12	18	24	
	Vending machine	As reqd.	As reqd.	As reqd.	As reqd.	
Group 4:	Basin (bowl), sugar/preserves 3¼ in. x 2½ in.	6	12	18	24	
	Condiment pot, mustard	1	2	2	2	
	Condiment set	3	6	9	12	
	Container, tea/sugar/coffee/cocoa, screw top	3	3	3	3	
	Cup, Russellware	30	58	78	104	
	Fork, table, SS	24	50	70	96	
	Jug, 1 pint	1	—	—	—	
	Jug, 2 pint	1	2	2	2	
	Knife, table, SS	24	50	70	96	
	Plate, dinner, Russellware	12	25	35	48	
	Plate, side, Russellware	24	50	70	96	
	Pot, tea, SS, 6 pt	1	2	2	2	
	Saucer, Russellware	30	58	78	104	
	Saucepan, 2 pint	1	1	1	1	
	Saucepan, 5 pint	1	1	1	1	
	Spoon, tea, plastics	30	58	78	104	
	Strainer, tea	1	2	2	2	
	Tray, serving	2	6	10	20	
	Cost Guide (excluding Group 1) ..	£700	£1,350	£1,800	£2,400	

5. Basic Accommodation

5.2 ANCILLARY AREA (continued)

5.2.5 *Rest/First Aid Room*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Basin, lavatory	1	1	1	1	
	Drinking water point	1	1	1	1	
	Mirror	1	1	1	1	
	Socket outlet, twin	1	1	1	1	
Group 2:	Dispenser, paper towel	1	1	1	1	
	Dispenser, soap	1	1	1	1	
Group 3:	Bed, divan, single	1	1	2	2	
	Chair, easy with open arms	1	1	2	2	
	Heater, electric	1	1	1	1	
	Holder, sack, medium, free-standing	1	1	1	1	
	Mattress, single	1	1	2	2	
	Table, side	1	1	1	1	
Group 4:	Bin, waste paper	1	1	1	1	
	Blanket, adult, single	2	2	4	4	
	Bottle, hot water	1	1	2	2	
	Bottle, water (caraffe), glass	1	1	1	1	
	Box, first aid	1	1	1	1	As required by "Factories Act" or "Health & Safety at Work, etc. Act"
	Cover, mattress	1	1	2	2	
	Pillow	2	2	4	4	
	Pillowslip	2	2	4	4	
	Tumbler	1	1	2	2	
	Cost Guide (excluding Group 1)	£185	£185	£310	£310	

5.2.6 *Offices*

5.2.6.1 *Laundry Manager*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Board, chart	1	1	1	1	
	Clock, electric	1	1	1	1	
	Hook, clothes	2	2	2	2	
	Intercom system	—	1	1	1	With reception, packing, central disinfection and clean area
	Radio/loudspeaker system control unit	1	1	1	1	Or in General Office
	Socket outlet, twin	1	1	1	1	
	Telephone, internal and external	1	1	1	1	
Group 3:	Cabinet, filing, 4-drawer	1	1	1	1	
	Chair, upright	1	1	1	1	
	Chair, upright, stacking	2	2	2	2	
	Cupboard, metal, lockable	1	1	1	1	
	Desk, pedestal, double	1	1	1	1	
Group 4:	Bin, waste paper	1	1	1	1	
	Box, first aid	1	1	1	1	
	Desk set	1	1	1	1	
	Office requisites, allocation	1	1	1	1	
	Cost Guide (excluding Group 1)	£185	£185	£185	£185	

5. Basic Accommodation

5.2 ANCILLARY AREA (continued)

5.2.6 *Offices (continued)*

5.2.6.2 *Assistant Laundry Manager*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Board, chart	—	1	1	1	
	Hook, clothes	—	2	2	2	
	Socket outlet, twin	—	1	1	1	
	Telephone, internal and external	—	1	1	1	
Group 3:	Cabinet, filing, 4-drawer	—	1	1	1	
	Chair, upright	—	1	1	1	
	Chair, upright, stacking	—	2	2	2	
	Cupboard, metal, lockable	—	1	1	1	
	Desk, pedestal, single	—	1	1	1	
Group 4:	Bin, waste paper	—	1	1	1	
	Desk set	—	1	1	1	
	Office requisites, allocation	—	1	1	1	
	Cost Guide (excluding Group 1)	£—	£165	£165	£165	

5.2.6.3 *General Office*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Hook, clothes	As reqd.	As reqd.	As reqd.	As reqd.	
	Socket outlet, twin	1	1	1	1	
Group 3:	Addlister	1	1	1	1	
	Cabinet, filing, 4-drawer	1	1	2	2	
	Chair, upright	1	2	2	2	
	Chair, upright, stacking	1	1	1	1	
	Cupboard, metal, lockable	1	1	1	1	
	Desk, pedestal, single	1	2	2	2	
	Typewriter	1	1	1	1	
Group 4:	Bin, waste paper	1	2	2	2	
	Desk set	1	2	2	2	
	Office requisites, allocation	1	1	1	1	
	Cost Guide (excluding Group 1)	£300	£370	£410	£410	

5.2.7 *Washing materials store*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Duckboards	As reqd.	As reqd.	As reqd.	As reqd.	
	Shelving, storage	As reqd.	As reqd.	As reqd.	As reqd.	
	Stand, drum	As reqd.	As reqd.	As reqd.	As reqd.	
Group 3:	Ladder, step, 1·5 m, platform type	1	1	1	1	
	Tippler, carboy for bleach	1	1	1	1	
	Trolley, carboy, platform type	1	1	1	1	
	Truck, sack	1	1	1	1	
	Weigher, platform 50 kg	1	1	1	1	
	Cost Guide (excluding Group 1)	£215	£215	£215	£215	

5. **Basic Accommodation**

5.2 ANCILLARY AREA (continued)

5.2.8 *Machine clothing store*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Shelving, storage	As reqd.	As reqd.	As reqd.	As reqd.	
Group 4:	Measure, tape, 60 in./150 cm	2	2	2	2	
	Scissors, 210 mm	1	1	1	1	
	Scissors, 150 mm	1	1	1	1	
	Cost Guide (excluding Group 1) ..	£4	£4	£4	£4	

5.2.9 *Solution, preparation and storage area*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Washing materials solution tank ..	4	4	5	5	
	Cost Guide (excluding Group 1) ..	£—	£—	£—	£—	

5.2.10 *Linen repair room*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Board, notice	1	1	1	1	
	Shelving, storage	As reqd.	As reqd.	As reqd.	As reqd.	
	Socket outlet, twin	As reqd.	As reqd.	As reqd.	As reqd.	
Group 3:	Bin, waste, large	2	3	4	5	
	Chair, upright, swivel with arms ..	3	8	10	15	
	Marking/patching machine	1	1	1	2	
	Sewing machine, electric, heavy duty with stand	3	8	10	15	
	Table, marking/patching machine ..	1	1	1	2	
	Trolley, laundry, 27½ in. x 22 in. x 22½ in...	7	15	23	32	
Group 4:	Measure, tape, 60 in./150 cm	2	3	4	5	
	Rule, metre, boxwood, in./cms ..	1	1	1	1	
	Scissors, 210 mm	4	6	8	10	
	Shears, cutting out, 240 mm	2	4	6	8	
	Cost Guide (excluding Group 1) ..	£3,500	£6,500	£8,500	£12,900	

5.2.11 *MV switch room*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Heater, tubular, electric	As reqd.	As reqd.	As reqd.	As reqd.	
	Socket outlet, twin	1	1	2	2	
	Switchgear equipment	As reqd.	As reqd.	As reqd.	As reqd.	
	Schematic diagram	As reqd.	As reqd.	As reqd.	As reqd.	
Group 3:	Notice, electric shock	As reqd.	As reqd.	As reqd.	As reqd.	
Group 4:	Mat, insulating, rubber	1	1	1	1	
	Cost Guide (excluding Group 1)	£55	£55	£55	£55	

5.2.12 *Electrical distribution switchgear room*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Socket outlet, twin	1	1	1	1	
	Switchgear equipment	As reqd.	As reqd.	As reqd.	As reqd.	
Group 3:	Notice, electric shock	As reqd.	As reqd.	As reqd.	As reqd.	
Group 4:	Mat, insulating, rubber	1	1	1	1	
	Cost Guide (excluding Group 1)	£55	£55	£55	£55	

5.2.13 *Cleaners room*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Drainer, or worktop	1	1	1	1	
	Racks, pegs or hooks	As reqd.	As reqd.	As reqd.	As reqd.	
	Sink, bucket	1	1	1	1	
	Shelving, storage	As reqd.	As reqd.	As reqd.	As reqd.	
	Socket outlet, twin	1	1	1	1	
Group 2:	Dispenser, paper towel	1	1	1	1	
	Dispenser, soap	1	1	1	1	
	Locker, small, wall mounted	1	1	1	1	
Group 3:	Dry suction machine domestic, and accessories	1	1	1	2	
	Holder, sack, medium, free-standing	1	1	1	1	
	Trolley, cleaner's	1	1	1	1	
Group 4:	Cleaning utensils, set	1	1	1	1	
	Cost Guide (excluding Group 1)	£170	£170	£170	£270	

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5. Basic Accommodation

5.3 SPACE FOR TANKS

5.3.1 *Header tank (1 hour)*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List *Group 1:*	Header tank	1	1	1	1	Capacity dependent on laundry size
	Cost Guide (excluding Group 1) ..	£—	£—	£—	£—	

5.3.2 *Water recovery header tank*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List *Group 1:*	Header tank	—	1	1	1	All sizes except 55,000 articles/week capacity dependent on laundry size
	Cost Guide (excluding Group 1) ..	£—	£—	£—	£—	

5.3.3 *Pit for water recovery tank*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List *Group 1:*	Tank	—	1	1	1	Capacity dependent on type of plant used
	Cost Guide (excluding Group 1) ..	£—	£—	£—	£—	

5. Basic Accommodation

5.4 DEPARTMENTAL ITEMS

Generally, items are shown throughout the list in the rooms where they will normally be found in the Department. In addition, the items shown below relate to the department as a whole.

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List *Group 1:*	Directional signs, door labelling/ numbering	As reqd.	As reqd.	As reqd.	As reqd.	
	Fire alarm push button	As reqd.	As reqd.	As reqd.	As reqd.	
	Fire alarm bell	As reqd.	As reqd.	As reqd.	As reqd.	
	Fire alarm smoke detector	As reqd.	As reqd.	As reqd.	As reqd.	
	Fire alarm exit lights	As reqd.	As reqd.	As reqd.	As reqd.	
Group 2:	First aid firefighting equipment (eg hose reels, extinguishers, buckets, etc), allocation	1	1	1	1	See British Codes of Practice and Department of Health and Social Security Hospital Technical Memorandum No. 16 on Hospital Fire Precautions

5. Basic Accommodation

5.4 DEPARTMENTAL ITEMS (continued)

		Laundry capacity (articles weekly)				Notes
		55,000	120,000	180,000	250,000	
Basic List						
Group 3:	Dry suction machine, industrial ..	1	1	1	1	*Two will be required where first floor sorting room is included in the design
	Factory Act Notices	As reqd.	As reqd.	As reqd.	As reqd.	
	Scrubbing/polishing machine	1	1	1	1	*See Note above
Group 4:	Bag, terylene net, 36 in. x 18 in. ..	23	51	77	100	
	Curtain, window, prs	4	4	4	4	
	Lantern, battery operated	3	4	5	6	
	Protective clothing:—					
	Apron, PVC	8	9	10	11	
	Boots, rubber, prs	8	11	14	17	
	Cap, laundry	9	15	21	27	
	Gloves, rubber	6	10	14	18	
	Mask, face	36	48	60	72	
	Overalls, bib and brace	15	18	21	24	
	Overalls, coat, long	5	7	9	11	
	Overalls, wrap-over	66	104	142	180	
	Overalls, short jacket	9	9	9	9	
	Cost Guide (excluding Group 1) ..	£1,650	£1,950	£2,300	£2,600	

6. Additional Accommodation

6.1 WATER SOFTENING PLANT ROOM

		Laundry capacity (articles weekly)				Notes
		55,000	120,000	180,000	250,000	
Basic List						
Group 1:	Socket outlet, twin	1	1	1	1	
	Water softening plant complete with pumps and tanks	1 set	1 set	1 set	1 set	
Group 4:	Bucket, HD polythene, 2 gallon ..	1	1	1	1	
	Cabinet, testing, FCRA	1	1	1	1	
	Cost Guide (excluding Group 1) ..	£75	£75	£75	£75	

6.2 WATER STORAGE (4 HOURS)

		Laundry capacity (articles weekly)				Notes
		55,000	120,000	180,000	250,000	
Basic List						
Group 1:	Storage tank	1	1	1	1	Capacity dependent on laundry size and type of plant installed
	Cost Guide (excluding Group 1) ..	£—	£—	£—	£—	

6.3 BAGGED DRY SALT STORE/SLURRY STORE

		Laundry capacity (articles weekly)				Notes
		55,000	120,000	180,000	250,000	
6.3.1	*Salt Store* **Basic List**—Nil Equipment	—	—	—	—	
6.3.2	*Slurry Salt Store* **Basic List**					
	Group 1: Slurry tank	1	1	1	1	
	Cost Guide (excluding Group 1) ..	£—	£—	£—	£—	

6. Additional Accommodation

6.4 ENGINEER'S STORE/WORKSHOP

		Laundry capacity (articles weekly)				Notes
		55,000	120,000	180,000	250,000	
Basic List						
Group 1:	Bench, work with vice and lockable cupboard under	2	2	2	2	
	Racking	As reqd.	As reqd.	As reqd.	As reqd.	For small tools and electrical hand tools
	Socket outlet, twin	2	2	3	3	
Group 3:	Bin, waste, large	1	1	1	1	
	Drill, electric, portable	1	1	1	1	
	Iron, soldering, electric, large	1	1	1	1	
Group 4:	Box, first aid	1	1	1	1	As required by "Factories Act" or Health & Safety at Work, etc., Act"
	Drill, twist, high speed metric, set	1	1	1	1	
	File, hand, various cuts and sizes, set of 6	1	1	1	1	
	Hacksaw	2	2	2	2	
	Hammer, various types and sizes, set of 6	1	1	1	1	
	Ohmeter, volt/amp with shunt transformer and case	1	1	1	1	
	Pliers	2	2	2	2	
	Rule, steel, 12 in.	2	2	2	2	
	Screwdriver	2	2	2	2	
	Screwdriver, ratchet	2	2	2	2	
	Snips, tin	1	1	1	1	
	Spanner, adjustable, various	1	1	1	1	Unless provided with machines
	Tester, insulation/continuity, 500 V	1	1	1	1	
	Cost Guide (excluding Group 1)	£270	£270	£270	£270	

6.5 LINEN REPAIR ROOM (Dressing cubicle and hanging space)

		Laundry capacity (articles weekly)				Notes
		55,000	120,000	180,000	250,000	
Basic List						
Group 3:	Rail, assembly, tubular, mobile, 48 in.	1	1	2	2	
	Cost Guide	£12	£12	£24	£24	

6.6 COMMUNICATIONS

6.6.1 *Calorifiers and associated plant room*

		Laundry capacity (articles weekly)				Notes
		55,000	120,000	180,000	250,000	
Basic List						
Group 1:	Calorifier and plant	As reqd.	As reqd.	As reqd.	As reqd.	
	Socket outlet, twin	1	1	2	2	
	Cost Guide (excluding Group 1)	£—	£—	£—	£—	

6. Additional Accommodation

6.6 COMMUNICATIONS (continued)

6.6.2 *Compressor plant room*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Compressor and associated plant ..	2	2	2	2	
	Socket outlet, twin	1	1	1	1	
	Cost Guide (excluding Group 1) ..	£—	£—	£—	£—	

6.6.3 *Standby generator*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Heater, tubular, electric	1	1	1	1	
	Socket outlet, twin	1	1	1	1	
	Standby generator and associated plant	1	1	1	1	
	Cost Guide (excluding Group 1) ..	£—	£—	£—	£—	

6.6.4 *Oil storage (standby generator)*

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Tank, oil storage	1	1	1	1	
	Socket outlet, twin	1	1	1	1	Only required if tank is installed in a room
	Cost Guide (excluding Group 1) ..	£—	£—	£—	£—	

7. Supplementary Accommodation

7.1 INFANTS' NAPKIN SECTION

		Laundry capacity (articles weekly)				*Notes*
		55,000	*120,000*	*180,000*	*250,000*	
Basic List						
Group 1:	Drying tumbler (45 kg cap)	—	1	1	1	
	Conveyor, flat belt	—	1	1	1	
	Socket outlet, twin	—	1	1	1	
Group 3:	Table, metal frame, P/L top, 10 ft. x 3 ft.	—	3	3	3	
	Trolley, laundry, 39½ in. x 25¼ in. x 25½ in...	—	1	1	1	
	Cost Guide (excluding Group 1) ..	£—	£350	£350	£350	

Footnote: Washing plant included in 5.1.3.

7. **Supplementary Accommodation**

7.2 DRY CLEANING SECTION

7.2.1 *Production area*

		Dry weight processed weekly				*Notes*
		600 kg	*950 kg*	*1,450 kg*	*2,400 kg*	
Basic List						
Group 1:	Air vacuum unit	1	1	1	1	
	Board, notice	1	1	1	1	
	Clock, electric	1	1	1	1	
	Fire alarm smoke detector	1	1	1	1	
	Form finisher, steam/air	—	1	2	2	
	Plant, dry cleaning, automatic, 11·5 kg	1	—	—	—	Non-flammable enclosed type
	Plant, dry cleaning, automatic, 18·0 kg	—	1	—	—	
	Plant, dry cleaning, automatic, 27·0 kg	—	—	1	—	
	Plant, dry cleaning, automatic, 45·0 kg	—	—	—	1	
	Press, garment	2	2	3	5	
	Radio/loudspeaker system	1	1	1	1	
	Socket outlet, twin	1	1	1	1	
	Solvent recovery unit	1	1	1	1	
	Trolley, weighing	1	1	1	1	
	Table, spotting	1	1	1	2	
Group 3:	Cupboard, metal, lockable	1	1	1	1	For spotting chemicals
	PVC film wrap machine	1	1	2	2	
	Rail, assembly, tubular, mobile, 48 in.	4	6	10	12	
	Table, ironing, metal, 4 ft. x 2 ft., mobile	1	1	1	1	
Group 4:	Brush, clothes	2	2	2	2	
	Brush, spotting chemicals	2	2	2	2	
	Stapler, heavy duty	1	1	1	2	
	Cost Guide (excluding Group 1) ..	£890	£920	£1,700	£1,750	

7.2.2 *Store*

		Dry weight processed weekly				*Notes*
		600 kg	*950 kg*	*1,450 kg*	*2,400 kg*	
Basic List						
Group 1:	Shelving	As reqd.	As reqd.	As reqd.	As reqd.	
Group 3:	Cupboard, metal, lockable	1	1	1	1	For stain removing chemicals
	Cost Guide (excluding Group 1) ..	£30	£30	£30	£30	

7.2.3 *Solvent storage tank*

		Dry weight processed weekly				*Notes*
		600 kg	*950 kg*	*1,450 kg*	*2,400 kg*	
Basic List						
Group 1	Tank, solvent storage	1	1	1	1	
	Cost Guide (excluding Group 1)	£—	£—	£—	£—	

7. Supplementary Accommodation

7.3 SPECIAL PERSONAL CLOTHING SECTION

7.3.1 *Washing, drying and finishing area*

		Laundry capacity (articles weekly)			*Notes*
		3,000/3,500	*4,500/5,000*	*6,000/7,000*	
Basic List					
Group 1:	Cabinet, static drying	1	1	1	
	Conveyor, flat belt	As reqd.	As reqd.	As reqd.	
	Drying tumbler, 12-14 kg capacity	1	2	2	
	Hydro-extractor, 6 kg capacity	—	1	1	} Washer/extractors of similar capacity are now available
	Hydro-extractor, 12 kg capacity	1	1	1	
	Washing machine, 6 kg capacity	—	1	1	
	Washing machine, 12 kg capacity	2	2	3	
	Press, garment	—	—	1	
	Racks, compartmented	As reqd.	As reqd.	As reqd.	
	Radio/loudspeaker system	1	1	1	
	Sink and drainer	As reqd.	As reqd.	As reqd.	
	Smoke detector	1	1	1	
	Socket outlet, twin	1	1	1	
	Soiled work classifier	As reqd.	As reqd.	As reqd.	
	Steam/air finisher	1	2	2	
Group 3:	Board, ironing, metal frame	1	1	1	
	Dryer, spin	1	1	1	
	Iron, electric	1	1	1	
	Cost Guide (excluding Group 1)	£60	£60	£60	

7.3.2 *Reception and despatch*

		Laundry capacity (articles weekly)			*Notes*
		3,000/3,500	*4,500/5,000*	*6,000/7,000*	
Basic List					
Group 1:	Racking	As reqd.	As reqd.	As reqd.	
	Cost Guide (excluding Group 1)	£—	£—	£—	

Radio/loudspeaker system covered by main laundry sorting and packing section.
Soiled sorting arrangements generally covered by main laundry soiled sorting section.
Fire detection requirements covered by main laundry provision (see Departmental Items).

7.4 STORAGE FOR SOILED AND/OR CLEAN LINEN AT SENDING HOSPITALS

7.4.1 *Clean and soiled linen*

		All capacities	*Notes*
Basic List			
Group 1:	Counter, clean linen issue	1	
	Smoke detector	As required	
	Socket outlet, twin	As required	
Group 3:	Racking, metal, 21 in. x 60 in. x 66 in., 4 shelf, mobile	2	Per 100 beds (clean linen)
	Cost Guide (excluding Group 1)	£180	

Health Equipment Note No. 25 (Revised) Appendix 8.1

(Laundry Department)

DEPARTMENTAL COST SUMMARY

8.1 To be read in conjunction with the explanatory notes in Section 4 of this Equipment Note and Section IV of Hospital Equipment Note No. 1.

The room cost guide figures for basic equipment (Groups 2, 3 and 4) applied to standard schedules of basic accommodation for departments of various sizes, suggest departmental equipment cost totals of the following order:

Laundry capacity (articles weekly)			
55,000	*120,000*	*180,000*	*250,000*
£32,925	£66,525	£97,000	£131,825

In these totals no account is taken of the following:—

Equipment required in "additional" and "supplementary" accommodation, cost guides for which are shown on the appropriate pages as for basic accommodation.

Appendix 8.2

BRITISH STANDARDS

Guidance is given below on the British Standards which may be relevant to certain items listed in this Equipment Note. However, it is not the intention to imply that an item in a material other than that to which the British Standard relates is necessarily inappropriate.

Group	*Item*	*B.S.*	*Group*	*Item*	*B.S.*
1	Cooker, electric	3456 (2.1)	4	File, engineers	498
	Fire alarm system	3116		Hammer, hand	876
				Mat, rubber, insulating	921
2	Bucket, fire	1689		Mops	2764
	Extinguisher, fire	3363		Overalls, industrial	1907
		3709		Pillow	1899
				Pliers	3087
3	Adding machine	1909		Saucepan, aluminium	1859
	Cabinet, filing	4438		Screwdriver	2559
	Cleaner, vacuum	3456 (2.2)		Spanners	1842
	Clothes washing machine	3456 (2.12)		Typewriter	2481
	Desk, office	3893		Wrench, Stillson	3594
	Dryer, spin and extractors	3456 (2.12)		Buffering of hospital equipment	4322
	Iron, ironers and pressing machines	3456 (2.4)			
	Iron, soldering	3456 (2.14)			
	Dryer, tumbler	3456 (2.13)			
	Ladder, step	3844			
	Locker, clothes	4680			
	Refrigerator	3456 (C)			
	Scrubber/polisher	3456 (2.20)			
	Sewing machine	3456 (2.17)			
	Table, ironing	1959			
	Trolley, soiled linen	2854			
4	Blanket	1681			
	Bottle, hot water	1970			
	Cutlery	4038			
	Drill, twist	328			

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Printed in England for Her Majesty's Stationery Office
by The Hillingdon Press, Uxbridge, Middx.

Dd. 595841 K36 3/78

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First published 1965
Second edition 1978

HER MAJESTY'S STATIONERY OFFICE

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